**Presque Isle County Road Commission**

**Minutes**

**September 7, 2022**

The regular meeting of the Board of Road Commissioners for Presque Isle County was held at the Road Commission office at 657 South Bradley, Rogers City, Michigan. Chairman Ronald Bischer called the meeting to order at 8:30 a.m.

**Board Members Present:** Ronald Bischer,Thomas Catalano, Norman Quaine

**Also Present**: Supt./Mgr David Kowalski, Clerk Anne Wirgau

**Visitors:** None

***Minutes:***

 A motion was made by Quaine (Catalano) to approve minutes from August 17, 2022 regular meeting as presented.

 Ayes: All

***Accounts Payable:***

 A motion was made by Quaine (Catalano) to approve the August 17, 2022 accounts payable in the amount of $189,546.51.

 Ayes: Quaine, Catalano, Bischer

***Supt./Mgr Report:***

* The two used tandem trucks purchased from Calhoun County Road Department have been received. Arrangements are being made to have the plows trucked for us by a local carrier.
* The used Fastenal pickup was also picked up in Lansing.
* Posen crew intends to start the North Grand Lake Highway repair next week after the Posen Potato Festival is over.
* As of August 30, 2022 we had three employees on sick leave with covid pay. All are now back to work.
* The Lake Street Road improvement project is finished and there have been no complaints so far.
* Supt./Mgr would like to rent a man lift from September 15, 2022 to November 15, 2022. The CRASIF Safety consultant Adam SanMiguel is able to do man lift training and certification. We have some State trunkline work for the man lift and currently have several projects in all three garage areas. Cost will be $2,064.00 per month for rental.
* Ocqueoc Road Force Account project needed to have the chip lock reapplied as it was not swept off clean enough prior to fogging the first time.
* Supt./Mgr is preparing a scraper blade order, there have been increases in pricing.
* Townhall Highway improvement project will be started next week. The project will encompass adding some ditches where needed, reshaping and graveling from 489 to Black Mountain Road.
* Supt./Mgr enrolled the Road Commission in the Local Safety Initiative (LSI) program through MDOT. The program is free of charge and helps the Road Commission to identify potential road safety fixes in our jurisdiction. If our project is selected, we can receive up to 90% of construction costs up to $600,000.00 and up to 50% of our engineering costs.
* Fuel cost update: As of September 7, 2021 we had spent $151,284.81. As of September 7, 2022 we have spent $318,145.52, an increase of $166,860.71 leaving $133,616.48 in the amended budget. Supt,/Mgr believes further amendments will be needed to the budget throughout the rest of the year.
* Annual PASER Ratings were completed last week with Nico Tucker, NEMCOG and MDOT.
* Supt./Mgr attended the Michigan Township Association meeting last night at Rogers Township Hall. Reported on Road Commission done so far in 2022. Supt./Mgr asked townships for their project requests for next year as soon as possible so they can be budgeted for and scheduled for 2023.
* In response to Commissioner Catalano’s question regarding the funding for the 451 (Ristow to Wenzel) project the answer is the funding is locked in. Because we are so far along with this project it will actually show up as the money was spent in 2022 but the project will be constructed in 2023. We will have two sections of 451 being reconstructed in 2023.

***Unfinished Business:***

 PA 152 of 2011 – Annual Certification of Employee-related Conditions was discussed.

 A motion was made by Catalano (Quaine) to certify the Road Commission is in compliance with PA 152 of 2011 and authorize the Chairman to sign the MDOT form.

 Ayes: All

***New Business:***

 Supt./Mgr is requesting a pay increase for the Janitor position. In the past both the Janitor position and Payroll/Human Resource positions have been in line with Truck Driver rates. Discussion was held about possibly inquiring if the current janitor would be interested in obtaining a CDL-B. Supt./Mgr is recommending graduated pay increase for the Janitor position of $1.00 effective immediately then .50 cents on January 1, 2023 and .50 on January 1, 2024.

Commissioner Catalano suggested the Payroll/HR position be brought up to truck driver rate of $22.25 effective immediately.

 A motion was made by Catalano (Quaine) to raise Payroll/HR rate to current Truck Driver rate of $22.25 and raise Janitor rate to $18.00 effective immediately and then increase .50 cents January 1, 2023 and January 1, 2024.

 Ayes: Bischer, Quaine, Catalano

 A motion was made by Catalano (Quaine) to authorize Supt./Mgr to purchase a used Fastenal Fleet pickup up to the cost of $25,000.00 if one becomes available.

 Ayes: Catalano, Quaine, Bischer

 Alpena Aggregate has increased the price of stone crushing from the previously quoted price of $2.95 per yard for 50,000 yards to $3.25 per yard. Discussion was held.

 A motion was made by Catalano (Quaine) to approve crushing price of $3.25 per yard for 50,000 yards for a cost of $162,500.00.

 Ayes: Bischer, Quaine, Catalano

 The Transportation Asset Management Plan including the Pavement Management Plan and the Bridge Management Plan were reviewed. The plan is mandatory and will need to be updated every three years.

 A motion was made by Catalano (Quaine) to accept the plan and authorize Chairman Bischer to sign the proof of acceptance and certification of compliance with PA 325 of 2018.

 Ayes: All

 Chairman Bischer set the next regular meeting for Wednesday, September 21, 2022 at 8:30 a.m. and Wednesday, October 5, 2022 at 8:30 a.m.

 Chairman Bischer adjourned the meeting at 9:55 a.m.